



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

October 12, 2000

Pamela J. Allen, Treasurer  
National Association of Mutual Insurance  
Companies Congressional Action  
Program NAMIC CAP  
122 C Street  
Washington, DC 20001

Identification Number: C00170258

Reference: Amended April Monthly Report (3/1/00-3/31/00) dated 7/17/00 and  
Amended June Monthly Report (5/1/00-5/31/00) dated 7/17/00

Dear Ms. Allen:

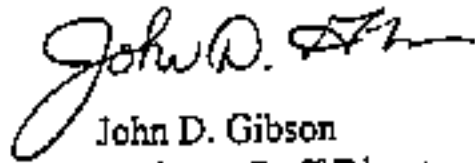
This letter is to inform you that as of October 11, 2000, the Commission has not received your response to our request for additional information, dated September 20, 2000. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

An adequate response must be received at the Commission by November 1, 2000. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

If you should have any questions regarding this matter, please contact Scott Walker on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to

reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in dark ink, appearing to read "John D. Gibson", with a stylized flourish at the end.

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Pamela J. Allen, Treasurer  
National Association of Mutual Insurance  
Companies Congressional Action  
Program NAMIC CAP  
122 C Street  
Washington, DC 20001

Identification Number: C00170258

SEP 20 2000

Reference: Amended April Monthly Report (3/1/00-3/31/00) dated 7/17/00 and  
Amended June Monthly Report (5/1/00-5/31/00) dated 7/17/00

Dear Ms. Allen:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please amend Schedule B supporting Line 23 by providing the office sought (i.e., House, Senate or President) for each contribution made. 11 CFR §104.3(b)(3)(ii) and (v)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Scott Walker  
Reports Analyst  
Report Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for ensuring transparency and accountability in financial management. The document also highlights the need for regular audits and reviews to identify any discrepancies or areas for improvement.

In the second part, the focus shifts to the role of the management team in overseeing the organization's financial health. It stresses the importance of clear communication and collaboration between different departments to ensure that financial goals are met. The document also mentions the need for ongoing training and development for staff to stay updated on the latest financial practices and regulations.

The third part of the document addresses the challenges faced by the organization in managing its finances. It identifies key areas such as budgeting, forecasting, and risk management as critical to the organization's success. The document provides suggestions for how to overcome these challenges, including implementing robust financial controls and seeking professional advice when needed.

Finally, the document concludes by reiterating the commitment to financial integrity and transparency. It expresses confidence in the organization's ability to achieve its financial objectives through diligent management and adherence to best practices. The document also invites feedback from stakeholders to further improve the financial management process.